

REGULAR MEETING OF THE VESTRY,  
ALL SAINTS CHURCH, PASADENA  
January 9, 2018

PRESENT MaryAnn Ahart, Karen Alexander, Lorenzo Bacani, Jay Belloli, Liza Billington, Chris Caldwell, Valerie Coachman-Moore, Shelley De Leon, Sharyn Delahousie, Scott England, Christine Hartman, Tony Jackson, Dana Jones, Mike Kinman, Andy Malloy, Max Molina, Terry Moore, Charlie Rahilly, Frank Ramirez, Isabel Ramirez, Brian Robinson, Judy Van Vleet, Jeff Vanderpool, Jenny Watts, Bob Whitson, Trula Worthy-Clayton

EXCUSED Hannah Berry, Antonio Gallardo, Keith Holeman, Christina Honchell, Kelly Phelan

ALSO PRESENT Jim Albarano, Sally Howard, Jeremy Langill, Jim Loduha, Susan Russell, Juliana Serrano, Kathy Onoye

The meeting was called to order at 7:00 p.m. in Sweetland Hall. The Rector asked Sally Howard to lead the reflection. Howard shared scripture including Exodus 13:20-22, Mark 1:35, Mark 2:23, Mark 3:7, Luke 6: 12-13, Matthew 13: 1-3. She then offered a prayer and reflection.

Visitor Welcome – Kinman welcomed the visitors and asked them to introduce themselves.

#### ZELDA KENNEDY MEMORIAL SERVICE

Kinman described the plans for the memorial service for Zelda Kennedy. He then opened time for the Vestry and staff to share what was on their hearts.

#### ITEMS FOR DECISION

##### Approval of Consent Agenda

- ▶ Report of the Clerk and Committee Reports: It was moved, seconded and the Vestry unanimously approved the consent agenda including the minutes and committee reports as received.

##### Report of the Treasurer

Albarano reported that we will have the complete picture of 2017 at the next Vestry meeting. The preliminary analysis indicates that we will end the year close to being in the black.

##### Clergy Housing Allowance

Kinman reported that this item will be presented at the next meeting.

#### ITEMS FOR DISCUSSION

##### 2017 Year-End Giving Update

Loduha reported that the 2017 indicates that we will end the year close to being “in the black” as we had a healthy year of giving and had significant savings on the expense side, particularly in personnel. Our goal was \$3,884,272 and our actual was \$3,883,913; only \$359 down. This may adjust as the final statements are being mailed to pledgers. December was closely tracked with four areas including moving the Christmas campaign up from \$52K to \$62K. The final was \$76 ahead of the goal. Open plate: \$170K goal and the final was \$3,093 ahead. Special gifts were \$215K and the final was \$2,665 ahead. Pledge goal was \$3,975,412 and we were \$83,479 below. We will follow up with some phone calls.

### 2018 Giving Campaign Update

Belloli reported that the gross pledges are \$3,325,988, which is a 5.5% increase over 2017. There are 869 pledging units, which is a 1% increase from the 2017 campaign. There are 815 renewals, which is 70.4% of the pledging units. There are 299 calls that need to be made. There were \$511,436 in pre-paid pledges.

### Racial Justice Advisory Committee Update

Coachman-Moore distributed their Vestry Report. The report covered the retreat on December 9. Worthy-Clayton shared that they need to define how the Vestry will help to carry out the work.

### Reconciliation Committee Update

Jackson reported that they have researched and solicited two additional proposals from local groups. The proposals will be reviewed by the group and taken to the Finance Committee.

### Climate Change Committee Update

Whitson reported that they had the event on November 18. Their written report is included in the committee reports.

## WARDENS' REPORT

Worthy-Clayton reminded the Vestry that the Vestry/Staff Conference will be on Friday and Saturday, March 2 and 3. The planning committee will meet next week.

Jones presented the TLC gift for the staff from the Vestry to Serrano, which was an Espresso Coffee Maker. It will be in the new staff break room.

## RECTOR'S REPORT

Kinman began by thanking Worthy-Clayton for her phenomenal work as Warden this year. He then announced his choice for the next Senior Warden who is MaryAnn Ahart.

Kinman shared that the search for Director of Music is on schedule. They have made the first cut and are working to narrow the selections. The plan is that the new director will be on board August 1. Kinman then shared that the clergy search committee is now reviewing 3 candidates to find the best fit for All Saints.

## ITEMS TO ENRICH VESTRY & ALL SAINTS CHURCH

- Whitson shared that an article with Zenaida Robles is in the New Yorker.
- Ahart shared that Kinman's comments at the City Council meeting were amazing and should be shared.
- Kinman shared that there were many incredible speakers at the meeting. The police beating of Christopher Ballew was filmed from the body cameras. He asked the Vestry to view both.
- Hartman shared that she will be making her trip to the White House on January 19. She asked for your prayers. You can follow her by friending her on Facebook.
- Russell distributed the January issue of Saints Alive. The Epiphany Preaching Series is incredible.
- Ahart thanked Dana and Trula and TLC for their work to grant the staff wishes including the children's bags on Sunday for Phelan and the break room and coffee maker for saff.

- Ahart shared that she volunteered on Wednesday following Langill's request and it was fun. Just send an email to Langill to volunteer.
- Langill shared that Adult Confirmation is beginning. Classes will be at 10:15am in the Guild Room on Sundays. It is an opportunity to get more information and work in small groups.

#### LOOSE ENDS

- Moore asked about the urinals being taken out. It was shared that it is a move to make the restrooms gender neutral. They were removed before information was shared.
- VanVleet shared that people are concerned that at night the parking lots are dark in spots. Kinman shared that they will be addressing the issue.
- Coachman-Moore asked if there are hosts for our guest preachers. Hospitality would be great.
- VanVleet asked that the 1:00 p.m. speakers be included.
- Robinson asked if there would be follow-up on the Kilgore workshop. There needs to be some work as it was a weird experience that needs follow up.
- VanVleet shared that tonight was good for the Vestry but how do we help the congregation with their grief. People need time to process
- Ramirez shared that the 1:00 p.m. congregation has had many changes and it is difficult.

#### VISITOR COMMENTS & REFLECTIONS

- Thanks – it was good to listen and laugh and please pray for All Saints by the Sea and the victims in the Santa Barbara mud slide.
- Seekers is a great experience. Think and come, as you are losing out on a wonderful time.
- Thanks – Commend Mike at City Hall – It is a big challenge.
- It was fun – unexpected fun.

#### COMMUNICATION BACK TO THE PARISH

- Senior Warden named
- End of Year Giving on target
- Reflections for Zelda
- Gifting of Espresso machine for staff
- Update on search

#### APPRECIATIONS & REGRETS

- Thank Jim for his work
- The Epiphany Series is wonderful
- Coachman-Moore thanked Hartman for her visits to the White House over the last 9 months
- Belloli thankful for time for Zelda.

The meeting was adjourned at 9:12 pm. with a closing prayer from Susan Russell.

Respectfully submitted,  
Kathy Onoye

# Vestry Committee Reports

*First January Meeting 2018*

*Addendum to January 9, 2018 Vestry Minutes*

## **NO REPORT**

Giving

Congregational Development

## **CHILDREN, YOUTH & FAMILIES**

November 28, 2017, 6:30PM

Our meeting began with our items for discussion.

### A. Staff Transition

Since Isaac announced his decision there have been discussions to celebrate him and his work as All Saints. There will be events planned around the Wednesday night dinners and youth programs to honor Isaac, his work and all the friendships and relationships built during his work at All Saints.

### B. Interim Youth Minister

Mai Choi has been working on a part time basis during the time Isaac was away. She has continued to work with youth in the Wednesday night activities and Seekers program. At present Mai is available to assist on an interim basis until January.

Items for reporting:

A. Youth Choir Tour – tamale fund raiser will be held on line as well as with sign ups on the lawn for the first two Sundays in December with pickup Sunday, Dec. 17 in Sweetland Hall.

### B. Foster Care Project Angel Tree

The CYF Committee will be working with Foster Care Project to have volunteers present each Sundays beginning at 8:30 and throughout the morning to assist those signing up to provide gifts. All gifts are to be turned in by Sunday, Dec. 17.

C. Youth Newsletter improved and expanded based on input from our Spring Listening Session. We are hoping to repeat this opportunity for input and conversation.

D. Calendar update – brief review of scheduled Advent activities.

Our meeting closed with appreciations and regrets and a closing prayer.

Next meeting is scheduled for January 16 at 6:30PM.

## **PEACE & JUSTICE / OCC**

- The November 8th Youth Dinner sponsored by Peace & Justice/OCC was a big success. Isabel Ramirez led the team which cooked various kinds of tacos, fruit and home baked cookies. Ministry representatives did a round robin of the tables to describe each ministry.
- Erica, as Vestry Committee Chair, is continuing the ministry listening tour to understand each ministry and share ideas.
- We solicited volunteers for Wednesday evenings to facilitate CYF discussions and support youth programming.
- We continued our discussion: How does your ministry's work connect to P & J as a whole?
- We continued our discussion: Inclusion of Spanish Speaking Community. P&J wants to make a recommendation to vestry to provide translation services across departments and encourage exploring grants or other funding for bilingual ministry events and suggest that the new member class should be raised up as a model of bilingual work.
- Isabel gave an extensive report on Vestry matters including reconciliation work, Youth volunteer need, Space Task Force and annual pledge season.
- We discussed restructuring of P&J Meetings so that in future, we only have printed agendas available for the meeting. Everything else (ministry reports, event flyers, etc) will be sent electronically the Friday before each meeting. Ministries will rotate opening and closing prayers on an assigned basis.

## **FINANCE**

The Finance Committee met on November 30, 2017.

There was a review of 2017 YTD budget numbers, which showed strong collections through October 31. Significant savings occurred in personnel because of open positions. A significant amount of money remained to be collected in December – over \$900,000 – which is not an unusual number based on prior years.

There also was a discussion on the 2018 budget planning process. The Committee reviewed the status quo budget needs as one means of framing the conversation. Specific items that were discussed included the COLA, paying all childcare workers a living wage (even before the date required by law, which is requiring increases in the minimum wage), and what other items existed where there was a possibility in making changes in spending. There was a discussion of the respective roles of the Vestry and the Finance Committee – with the Vestry setting priorities and the Finance Committee making recommendations on how to implement those priorities in a fiscally-responsible manner. The Committee discussed what information it needs from the Vestry in order to develop a proposed budget.

Jim Loduha gave a report on the 2018 pledge campaign, which is generally on track, but difficult to compare to the prior year because the pledge campaign was later in 2016-17 pending the new Rector's arrival. It will be difficult to have firm 2018 projections before February.

On Buildings & Grounds issues, quotes are being obtained on seismic upgrades, roof repairs and the elevator modernization.

The Committee approved a budget amendment to permit the children's choir program to spend \$7500 beyond budget to pay for chaperones to attend the choir's civil rights tour.

Tony Jackson reported that he was getting alternative budget proposals to present to the Vestry for reconciliation work. There was a discussion of alternative fund sources to pay for this work, including surplus funds from the 2017 budget because of underspending on some line items and capital campaign funds. No decision was made, as no specific proposal was presented for consideration.

## **BUILDINGS & GROUNDS**

*In Attendance:* Don Bergmann, Pedro Salgado, Lonnie Schield, Jeff Vanderpool, Jenny Watts, Bob Whitson  
*Absent:* Veronica Flores, Erica Tamblyn, Bob Wilson

The Building & Grounds Committee met on Wednesday 12/13. The purpose of the meeting was to review and discuss the results of the ranking process the Committee developed to identify and prioritize deferred maintenance projects at both the Euclid Ave campus, and at the house on Woodland Rd. The following is a list of assignments and the criteria used.

### Assignments:

- *Sanctuary:* Pedro
- *Regas House:* Don, Erica
- *Rectory/Office:* Lonnie
- *Scott Hall:* Jeff, Bob Whitson
- *Print Shop:* Jenny
- *Trailer:* Jeff
- *Campus Grounds/Parking Lot:* Holy Rakers
- *Woodland Rd:* Jeff

### ASC Deferred Maintenance Ranking Criteria (*select all that apply per deferred maintenance item*):

- Life Safety/Liability Issue: 5 points
- Accessibility Issue/Impact on programming: 4 points
- Issue likely to Snowball, Lead to Other Issues: 3 points
- Past Life Expectancy: 2 points
- Long Lead Time: 2 points
- Impact on Utility and/or Other Operating Costs: 1 point
- Aesthetic Issue: 0 points

The rankings will be added to the master deferred maintenance list, and the Committee will subsequently use those rankings to prioritize the deferred maintenance projects at their January, 2018 meeting so a budget can be developed for work to be completed in 2018 and beyond, and presented to Finance.

## PASTORAL CARE / HEALTH & HEALING

### Meetings

- › Pastoral Care steering committee meeting November 28, 2017
- › Pastoral Care Healing and Health leaders - meeting scheduled on January 30, 2018

### Healing and Health

- › Divorce support group- Group started the winter session on Monday, January 8, 2018.
- › Healing Partners has offered 152 sessions to date. Served 42 different people.
- › Accompany Me Chronic Illness support group is entering its 10th month. The group meets bi-monthly and is serving diverse ages (22-75) and illness groups.

### Upcoming Memorials /committal of Ashes

- › Don McAlpin Burial: was on Friday, December 15, 2017
- › Theodora "Teddy" Stellar Hopper: was on Saturday, January 6, 2018
- › **Zelda Kennedy:** Saturday, January 13, at 2:00 p.m. in the church.
- › **Aljean Ivory:** Saturday, January 27, at 10:30 a.m. in the church.
- › **Don McAlpin:** Saturday, January 27, at 1:00 p.m. in the church

### Lay Visitation

- › Training for LEVs will be January 21, 2018 with Charleen Crean (*accessing senior care services and dealing with people with dementia*)

### Lay Counseling Ministry

- › 4 referrals and 4 intakes

### Upcoming Pastoral Care and Health & Healing Events January 2018:

- › Sacred stillness retreat—2<sup>nd</sup> retreat scheduled on Saturday January 20, 2018
- › Updating flyer for retreat (bilingual)
- › Divorce Recovery Group – January 8, 2018
- › Enneagram –new group start on January 8, 2018 (waitlist)

### Spiritual Growth

- › Enneagram class led by Carolyn Lyons and Patty King started (January 8, 2018). 13-week class outlines nine interconnected personality types

### Spiritual Direction:

- › Rev. Dorothy (Dory) Torrey. Planning Lent event and re-writing brochure to be bi-lingual.

### Labyrinth:

- › Was set in Sweetland Hall on Healing Sunday, December 31, 2017

### Westminster Gardens (Duarte) / Windsor Manor (Glendale)

- › John Forney Visited Westminster Gardens (November)
- › Mel Soriano Visited Westminster Gardens (December)
- › Nicole Gatto visited Windsor Manor (December)

### Prayer Shawl Ministry

- › Prayer Shawls distributed during November and December: 8
- › Shawls were blessed on Healing Sunday
- › Prayer Shawl Ministry did not meet in December

### Christmas

- › Letters sent with poinsettia to members unable to attend Christmas services: 38

## **CLIMATE CHANGE TASK FORCE**

The Task Force had two major events since the last Vestry meeting.

- The first was the “One Earth, One Sky” event on Saturday, November 18<sup>th</sup>. There were more than 80 attendees, including many people from outside the All Saints community. After a welcome by Mike Kinman, the Keynote address was delivered by the Right Reverend Katharine Jefferts-Schori, the former Presiding Bishop of the Episcopal Church in America. Following her remarks, the meeting split up into several discussion groups, with each group focusing on a different part of the Vestry Resolution on Climate Change. The event ended with presentations on the Vestry Resolution, and recommendations for how we can all decrease our carbon footprints. As part of the event, participants were encouraged to calculate the carbon footprint for their families in 2017, and upload this to a database that TerraPass is hosting for All Saints Church. This is part of a larger effort to get all the members of the parish to participate in this survey. This will serve as a baseline to enable us to measure our progress as we move toward carbon-neutrality. After the event, there was a luncheon with Mike Kinman, the members of the Task Force and Reverend Katharine. She was quite complementary about our efforts on climate change, and we expressed the hope that we could continue our dialog with her as we move forward. In general, the event was well-received; the results of the post-event survey can be viewed here: <https://www.surveymonkey.com/results/SM-XF3WKSXM8/>.
- The task force also participated in the Alternative Christmas Market by making carbon offsets available through TerraPass. The options for gifts were:
  - › \$180 Offsets the greenhouse gas emissions for the average American for a year
  - › \$15 Offsets the greenhouse gas emissions for the average American for a month
  - › \$40 Offsets the greenhouse gas emissions for driving the average car for 12,000 miles
  - › \$20 Offsets the greenhouse gas emissions for a year of electricity for the average Californian
  - › \$35 Offsets the greenhouse gas emissions for a year of natural gas used by the average Californian.
  - › \$20 Offsets the greenhouse gas emissions for 4000 miles of air travel (economy class).

Although the response was rather tepid, we sold about \$500 worth of offsets; this is the equivalent of 50 tons of CO<sub>2</sub> at current prices.